

PROJECT MANAGEMENT AUDIT OF CONTRACT P0162
ORGANIZATION CHARTS
STEP B3(a) OF AUDIT PROGRAM
REPORT NO. 330-4002

PREPARED BY OIG

PURPOSE: The purpose of this step is to document the auditor's review, analysis, and understanding of the audit environment.

METHODOLOGY: These organization charts were created using information available in the project file and the EDMS Task Team meeting minutes.

RESULTS: The EDMS Project Hierarchy charts show the relationship between the Project Implementation Team, the EDMS Project Manager, and the Chief Information Officer. According to this chart, the EDMS Project Manager supervised the Project Implementation Team, and, as the Manager of Specialized Technology, reported directly to the CIO. The second chart shows that the EDMS Project Manager reported to the Functional Steering Committee, which in turn reported to the Executive Steering Committee. The third chart shows that through 2001, the Specialized Technology Office reported directly to the Chief information Officer. At the time, the Specialized Technology Office consisted of the GIS and EDMS projects. Each office that reports directly to the CIO is responsible for establishing its own procedures. Prior to 2001, the EDMS Project Manager primarily reported to the CIO not the FSC. It is also not clear if the STO established adequate procedures. See Summary of Preliminary Survey Results.doc for more detail.

CONCLUSIONS: Having the EDMS Project Manger report to the CIO instead of the FSC constitutes a breakdown of internal controls. Further fieldwork will be performed to determine whether or not the STO established adequate procedures, and whether or not internal controls are functioning adequately to mitigate the risks associated with the EDMS project and Contract P0162.

EDMS PROJECT HIERARCHY

